

**Support Agreement (SA) No. 3  
Performed Under  
Interagency Agreement between General Services Administration,  
Northeast and Caribbean Region  
And  
National Park Service, Northeast Region**

**1. Purpose**

The NPS will assist GSA in management of its contracts with IDI, Inc for the African Burial Ground Interpretive Center and with John Milner Associates for the Office of Public Education and Interpretation (OPEI). The National Park Service will manage its interagency agreement for technical assistance on the African Burial Ground National Historic Landmark in a manner that assists GSA to meet its obligations under the Section 106 agreement for the project.

**2. Authority**

This agreement is entered into under the authority of the Economy in Government Act (31 U.S.C. § 1535) and the Historic Sites Act (16 U.S.C. § 461-467). The Economy Act as amended authorizes a Federal Agency to enter into an agreement with another Federal Agency for services, particularly those services which may be rendered in a more convenient and cost-effective manner.

**3. Scope of Work**

The National Park Service will assign qualified staff to act as the Contracting Officer's Representative to assist the General Service Administration Contracting Officer in the management of the IDI, Inc. and the Office of Public Education and Interpretation contract with John Milner Associates. In addition to working with the GSA Contracting Officer, the NPS staff assigned to this task will work closely with other NPS staff assigned to Support Agreement Tasks that require the participation of either or both of the two contractors as well as the GSA African Burial Ground Project Team, including the Corps of Engineers. A major aspect of the work will be ensuring that contractors do not perform work that is not covered under their existing contracts until it is appropriately authorized by the Contracting Officer.

Other aspects of this Support Agreement include day-to-day management of the National Park Service – General Services Administration Interagency Agreement. Tasks within this portion of the agreement include tasks such as regular coordination with the GSA Project Team, regular participation in GSA team meetings, preparation of progress reports, submissions to the quarterly reports prepared for the Advisory Council on Historic Preservation. This agreement does not include time or travel costs for day-to-day management of individual NPS Support Agreements or participation in workshops and meetings as NPS Team

Leader. Those costs are included in the support agreements for those work items. Also included is administrative support for the National Park Service African Burial Ground Team and assistance in management of the financial aspects of the project.

#### **4. Deliverables and Project Schedule**

**Nov. '03 – Dec. '04 (13 months):**

- Serve as COR for IDI, Inc Contract
- Serve as COR for OPEI Contract with John Milner Associates
- Coordination between NPS African Burial Ground Team and GSA Contractors
- Overall project management including coordination with GSA Team, preparing progress reports, participation in project management meetings, and oversight of project financial status
- Administrative support for NPS African Burial Ground Team
- Project Financial Management

#### **5. Funding and Billing**

GSA shall provide NPS with the funds indicated above, including appropriate funding information, to perform the work described in this agreement. NPS shall bill GSA quarterly costs incurred and GSA shall reimburse NPS within 30 days of receipt of billing.

If the National Park Service forecasts its actual costs to exceed the amount of funds available, it shall promptly notify GSA of the amount of additional funds necessary to complete the work. GSA shall either provide the additional funds to NPS or require that the scope of work be limited to that which can be paid by the then available-funds, or direct termination of the work.

Within 90 days of completion, NPS or GSA shall conduct an accounting to determine the actual costs of the work. Within 30 days of completion of this accounting, the NPS shall return to GSA any funds advanced in excess of the actual costs as then known or GSA shall provide any additional funds necessary to cover the actual costs as then known and authorized.

Each party to this agreement intends to carry out all its respective commitments and obligations under the terms of this agreement. However, each party to this



agreement is subject to an appropriation and/or authorization for funding in order to fulfill such commitments and obligations. Therefore, this SA will automatically terminate if such funding is not furnished or is otherwise not available to either party.

No member of or delegate to Congress shall be admitted to any share or part of this Support Agreement, or to any benefit arising from it.

The Comptroller General of the United States or a duly authorized representative from the General Accounting Office shall, until 3 years after the final payment under this Support Agreement or for any shorter period specified in the Federal Acquisition Regulation (FAR) Subpart 4.7, Contractor Record Retention, have access to examine pertinent books, documents, papers, or other records involving transactions related to this Support Agreement.

## **6. Points of Contact**

### **NPS Project and Contract Management Point of Contact:**

Lloyd Chapman  
Archeologist  
Resource Planning and Compliance  
200 Chestnut Street, 3rd Floor  
Philadelphia, PA 19106  
(215) 597-2334  
(215) 597-5747 fax  
lloyd\_chapman@nps.gov

### **NPS Financial Point of Contact:**


Linda Seifert  
Program Analyst  
Planning, Resource Stewardship and Science  
200 Chestnut Street, 3<sup>rd</sup> Floor  
Philadelphia, PA 19106  
(215) 597-7385  
(215) 597-5747 fax  
linda\_seifert@nps.gov

### **GSA Technical Point of Contact:**

Mark Dremel  
African Burial Ground Project Manager  
General Services Administration

9. Signatures:

National Park Service:

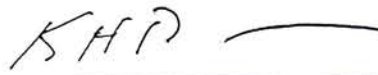
  
\_\_\_\_\_  
Marie Rust  
Regional Director, Northeast Region

Date: Jan 16 2004

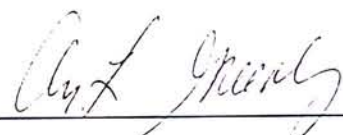
  
\_\_\_\_\_

Alexa Molnar  
Comptroller, Northeast Region  
National Park Service  
200 Chestnut Street, 3<sup>rd</sup> Floor  
Philadelphia, PA 19106

General Services Administration

  
\_\_\_\_\_  
Karl Reichelt  
Regional Administrator

Date: 1-13-04

  
\_\_\_\_\_

Alan Greenberg  
Assistant Regional Administrator  
Office of the ARA  
Room 1605  
26 Federal Plaza  
New York, NY 10278